



Departmental Quarterly Performance Report

Office of Public Transportation Management

**July - September
2003
4th Quarter**

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Departmental Quarterly Performance Report

Department Name: Office of Public Transportation Management

Reporting Period: July – September 2003

MAJOR PERFORMANCE INITIATIVES

Describe Key Initiatives and Status

Check all that apply

| | |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>County Mgr. Priority (Circle One): <i>People</i> <u>Service</u> <i>Technology</i> <i>Fiscal Responsibility</i></p> <p>Improve the level of bus service throughout Miami-Dade County.</p> <ul style="list-style-type: none"> Continued operating improvements and added bus service totaling an additional 1.85 million annualized service miles. Operated 11 bus routes on a 24-hour schedule. | <p><input checked="" type="checkbox"/> <i>Strategic Plan</i></p> <p><input checked="" type="checkbox"/> <i>Business Plan</i></p> <p><input type="checkbox"/> <i>Budgeted Priorities</i></p> <p><input checked="" type="checkbox"/> <i>Customer Service</i></p> <p><input type="checkbox"/> <i>ECC Project</i></p> <p><input type="checkbox"/> <i>Workforce Dev.</i></p> <p><input type="checkbox"/> <i>Audit Response</i></p> <p><input type="checkbox"/> <i>Other</i> _____</p> <p>(Describe)</p> |
| <p>County Mgr. Priority (Circle One): <i>People</i> <u>Service</u> <i>Technology</i> <i>Fiscal Responsibility</i></p> <p>Improve the level of Metro-Rail service throughout Miami-Dade County.</p> <ul style="list-style-type: none"> Continued 24 hour service on the Metrorail system including service to the new Palmetto Metro-Rail station. Maintained the improved the frequency of mid-day and weekend service on the Metrorail system. | <p><input checked="" type="checkbox"/> <i>Strategic Plan</i></p> <p><input checked="" type="checkbox"/> <i>Business Plan</i></p> <p><input type="checkbox"/> <i>Budgeted Priorities</i></p> <p><input checked="" type="checkbox"/> <i>Customer Service</i></p> <p><input type="checkbox"/> <i>ECC Project</i></p> <p><input type="checkbox"/> <i>Workforce Dev.</i></p> <p><input type="checkbox"/> <i>Audit Response</i></p> <p><input type="checkbox"/> <i>Other</i> _____</p> <p>(Describe)</p> |
| <p>County Mgr. Priority (Circle One): <i>People</i> <i>Service</i> <i>Technology</i> <u>Fiscal Responsibility</u></p> <ul style="list-style-type: none"> Completed transfer of transit surtax proceeds to local municipalities in the amount of \$14 million. Received a rating of “Recommended” on the North Corridor from the Federal Transit Administration. Developed municipal contacts database to monitor municipal component of PTP. Prepared and submitted OPTM’s business plan. Completed Tracking Study of transit passenger demographics as well as the public’s perception of transit services. Prepared and submitted fiscal FY05 Federal Legislative Package and FY04 State Legislative Package. Completed scope of services for a Comprehensive Operations Analysis of the existing bus service as well as PTP service, including route-by-route and run-by-run analyses of current service. | <p><input type="checkbox"/> <i>Strategic Plan</i></p> <p><input checked="" type="checkbox"/> <i>Business Plan</i></p> <p><input type="checkbox"/> <i>Budgeted Priorities</i></p> <p><input type="checkbox"/> <i>Customer Service</i></p> <p><input type="checkbox"/> <i>ECC Project</i></p> <p><input type="checkbox"/> <i>Workforce Dev.</i></p> <p><input checked="" type="checkbox"/> <i>Audit Response</i></p> <p><input type="checkbox"/> <i>Other</i> _____</p> <p>(Describe)</p> |
| <p>County Mgr. Priority (Circle One): <u>People</u> <i>Service</i> <i>Technology</i> <i>Fiscal Responsibility</i></p> <ul style="list-style-type: none"> Conducted meetings: six CITT nominating committee, seven CITT committee meetings, sixteen CITT subcommittee meetings, and three by-laws workshops. The CITT Project Review Subcommittee reviewed all projects in the PTP and recommended deletion of the proposed “170th Street” road-widening project. Recommendation forwarded to the Board of County Commissioners for approval. Recommended to the Board of County Commissioners, for approval, Bus Service Improvements that were omitted from the PTP. | <p><input type="checkbox"/> <i>Strategic Plan</i></p> <p><input checked="" type="checkbox"/> <i>Business Plan</i></p> <p><input type="checkbox"/> <i>Budgeted Priorities</i></p> <p><input type="checkbox"/> <i>Customer Service</i></p> <p><input type="checkbox"/> <i>ECC Project</i></p> <p><input type="checkbox"/> <i>Workforce Dev.</i></p> <p><input checked="" type="checkbox"/> <i>Audit Response</i></p> <p><input type="checkbox"/> <i>Other</i> _____</p> <p>(Describe)</p> |

Departmental Quarterly Performance Report

Department Name: Office of Public Transportation Management

Reporting Period: July – September 2003

PERSONNEL SUMMARY

A. Filled/Vacancy Report

| NUMBER OF FULL-TIME POSITIONS | Filled as of September 30 of Prior Year | Current Year Budget | Actual Number of Filled and Vacant positions at the end of each quarter | | | | | | | |
|-------------------------------------|-----------------------------------------------|---------------------------|----------------------------------------------------------------------------|--------|-----------|--------|-----------|--------|-----------|--------|
| | | | Quarter 1 | | Quarter 2 | | Quarter 3 | | Quarter 4 | |
| | | | Filled | Vacant | Filled | Vacant | Filled | Vacant | Filled | Vacant |
| | | | 0 | 66 | - | - | 48 | 18 | 64 | 2 |

Notes:

B. Key Vacancies

None

C. Turnover Issues

None.

D. Skill/Hiring Issues

None

E. Part-time, Temporary and Seasonal Personnel

(Including the number of temporaries long-term with the Department)

Six part-time temporary agency personnel provide critical staff support.

F. Other Issues

Resolution of organizational and staffing issues should provide for county personnel in lieu of temporary personnel.

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FINANCIAL SUMMARY

(All Dollars in Thousands)

| | PRIOR YEAR Actual | CURRENT FISCAL YEAR | | | | | | |
|-------------------------------------------------|-----------------------------|---------------------------|----------|----------|--------------|---------|----------------|--------------------------|
| | | Total Annual Budget | Quarter | | Year-to-date | | | |
| | | | Budget | Actual | Budget | Actual | \$ Variance | % of Annual Budget |
| Revenues | | | | | | | | |
| P.T.P Tax | 0 | 117,500 | 39,167 | 73,613 | 117,500 | 106,050 | (11,450) | N/A |
| Interest Income | 0 | 225 | 113 | 146 | 225 | 180 | (45) | |
| Total Revenues | 0 | 117,725 | 39,279 | 73,759 | 117,725 | 106,230 | (11,495) | N/A |
| Expense* | | | | | | | | |
| Personnel | 0 | 2,908 | 969 | 974 | 2,908 | 2,252 | 656 | 77% |
| Other Operating | 0 | 2,152 | 717 | 392 | 2,152 | 520 | 1,632 | 24% |
| Capital | | 32,020 | 32,020 | 32,020 | 32,020 | 32,020 | - | 100% |
| Bond Pmt. | | 4,177 | 4,177 | 4,177 | 4,177 | 4,177 | - | 100% |
| Transfer to MDT Operating Budget | | 33,858 | 33,858 | 33,858 | 33,858 | 33,858 | - | 100% |
| Transfer to Municipalities | 0 | 23,500 | 7,833 | 12,644 | 23,500 | 21,195 | 2,305 | 90% |
| Total Expenses | 0 | 98,615 | 79,575 | 84,065 | 98,615 | 94,022 | 4,593 | 95% |
| Carryover PTP Fund | | 19,110 | (40,296) | (10,306) | 19,110 | 12,208 | (6,902) | N/A |

* Revenue and Expense actual dollar amounts are preliminary as year-end numbers are not yet available.

* Budget Expense Dollar amounts are the new expenditure targets set after the supplemental budget request.

* Expenditures are net of reimbursements.

* PTP Surtax Revenues include an accrual amount of \$36 million.

* Transfer to MDT Operating Budget includes a payable amount of \$13.140 million.

* Transfer to Municipalities includes a payable amount of \$7.2 million.

*Capital, Bond Payment, and Transfers to MDT Operating Budget are done in the final quarter as journal entry transfers.

Equity in pooled cash (for proprietary funds only)

| Fund/ Subfund | Prior Year | Projected at Year-end as of | | | |
|--------------------|------------|-----------------------------|-----------|------------|-----------|
| | | Quarter 1 | Quarter 2 | Quarter 3 | Quarter 4 |
| P.T.P. Fund | 0 | 0 | 0 | 17,640,000 | - |
| Total | 0 | 0 | 0 | 17,640,000 | - |

Comments:

STATEMENT OF PROJECTION AND OUTLOOK

The Department projects to be within authorized budgeted expenditures and projects that available revenues will exceed expenses except as noted below:

N/A

DEPARTMENT DIRECTOR REVIEW

The Department Director has reviewed this report in its entirety and agrees with all information presented including the statement of projection and outlook.

Signature

Carlos Bonzon

Surface Transportation Manager

Date _____